



Mallards Cove Paperwork Instructions **For Emerald Bay MUD Water & Sewer Service**

Within the enclosed paperwork, there are forms that need to be filled out, signed, and returned to the MUD along with informational forms that are for you to keep for your records.

Information Sheets for Customer's Records:

- * Fees and Charges
- * Meter Tampering
- * New Meter Information

Paperwork to be Filled Out, Signed and Returned to MUD (Needs to be returned to the MUD Office at 155 LaSalle on or before closing):

- * Application for New Water and/or Wastewater Service (New Homes)
- * Application for Transfer of Water and/or Wastewater Service
- * Statutory Notice to Purchasers of Real Property
- * Water Service Agreement (Both Sides)
- * Sanitary Sewer Service Agreement (Both Sides)
- * Water Leak Repair Policy
- * Authorization for Direct Payments (ACH Debits) (Optional)

Customer Service and Backflow Paperwork (Customer has 30 days from closing date to get these done if purchasing previously owned home or once new construction is completed):

A Customer Service Inspection (CSI) and Backflow Prevention Assembly Test (BPAT) must be performed within 30 days of closing when there is a change of property ownership and the current CSI of record is more than 1 year old from the date of the previous service transfer. These documents must be filled out and signed by one of the following. Please note that plumbers and plumbing inspectors can generally perform both the CSI and BPAT.

1. Licensed CSI Inspector

Emerald Bay Municipal Utility District, 155 La Salle Drive, Bullard, Texas 75757
Telephone: (903) 825-6960

- 2. Licensed BPAT Tester**
- 3. Licensed Plumber with Water Supply Protection Specialist Endorsement (WSPS)**
- 4. Licensed Plumbing Inspectors**

- * Customer Service Inspections and Backflow Assembly Tester Contact List**
- * Customer Service Inspection Report (Give to Inspector)**
- * Backflow Prevention Assembly and Maintenance Report (Give to Inspector)**